

WISEgrants

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WASBO Federal Funding Conference
2015

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WHAT IS WISEgrants?

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- Single web-based portal for federal grants administered by DPI
- Provides better opportunities for coordination of programs and funding
- Increases the level of accountability and transparency

History

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Phase 1

- Similar systems for IDEA and ESEA
- Launched in 2008-09
- Completed May 2012

Success!

1. Eliminated redundant data entry
2. Reduced the amount of time for LEAs to enter data (dropdown selections)
3. Aligned budgets to WUFAR
4. Pre-populated claims
5. Allowed DPI to make timely changes when federal law changed

Phase 2

- WISEgrants for IDEA and ESEA
- Projected release date June 2015

Same:

- Laws
- “Top - Down” format for ESEA
- Dropdown menus for costs
- Web-based claims
- Approval process for ESEA private school affirmations

Different:

- Software
- “Top-Down” format for IDEA
- More budget detail
- Passwords
- More flexibility for user rights
- Ability to sort and filter columns on screen
- Better audit trail

Timeline

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Phase 1

- Similar systems for IDEA and ESEA
- Completed May 2012

Phase 2

- WISEgrants for IDEA and ESEA
- Projected release date June 2015

Phase 3

- WISEgrants with discretionary grants
- Gradual release for ESEA and IDEA discretionary grants beginning in 2016

WISEgrants

ESEA

TI-A, TII-A, TIII-A,
TI-C, TI-D

IDEA

Preschool
Flow-Through

Other Federal Grants

“Opening” at a later
date

District
Authorizer

Indirect

Budget and
Claim
Process

DPI's
Approval
Functions

Omni Circular/EDGAR

Security Overview

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- Application Security Manager (ASM) Tool
 - Security tool that provides access to WISEgrants
 - Utilized WAMS for login ID and password management



Applications currently part of the ASM Tool:

- Postsecondary Transition Plan
- SAFE
- School Directory
- School Performance Report
- WISEdash for Districts



Link for Step-by-Step Instructions for WAMS IDs

<http://dpi.wi.gov/sites/default/files/imce/wise/pdf/wams-guide.pdf>

Security Overview

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- **District Security Administrator (DSA)**
 - Uses the ASM tool to manages access to DPI's secure applications
 - Superintendent or an appointee
 - Assigns and removes WISEgrants Application Administrators in the ASM tool
 - List of current DSAs <https://apps2.dpi.wi.gov/ldsutil/admin/>
- **WISEgrants Application Administrators**
 - Assigns user access in the ASM tool
 - Assigns user rights in WISEgrants
 - Assigns District Authorizer in WISEgrants

Security Overview

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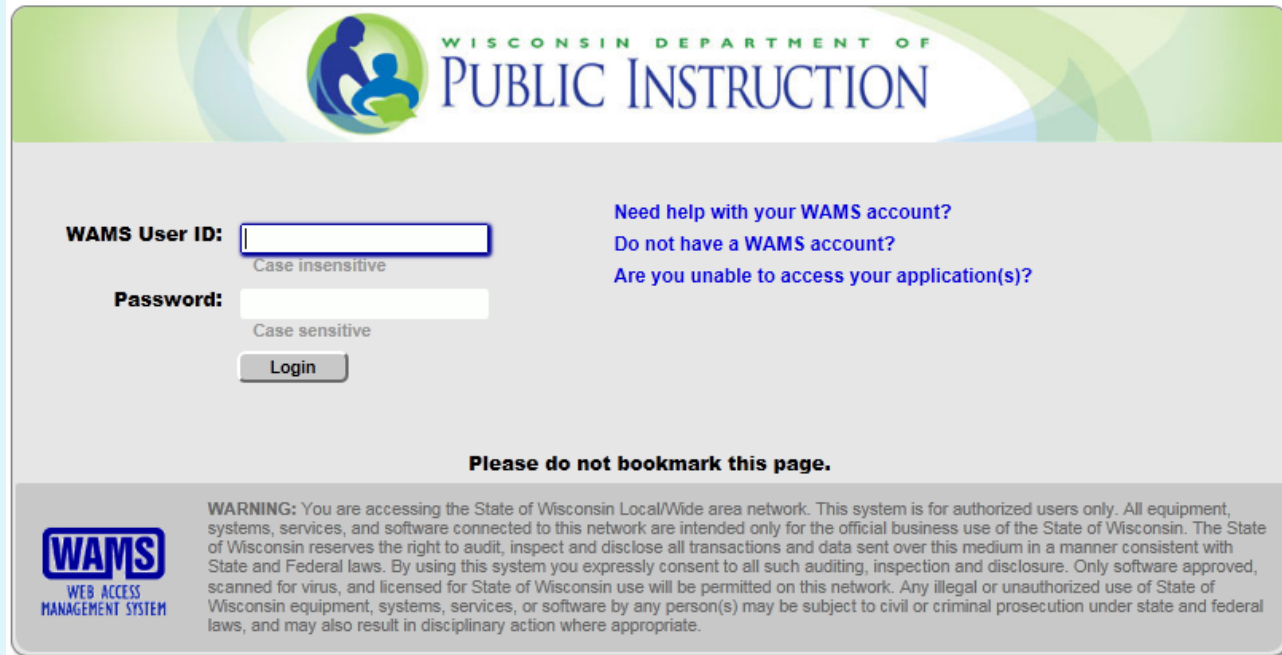
- WISEgrants Users

- Users who will edit or view assigned grant applications
 - ✦ Program staff, fiscal staff, school leaders, district leaders, etc.
- District Authorizer
 - ✦ Designee in the district to electronically sign forms and claims



Security Overview

- Secure Home
 - Secure webpage to access secure applications and tools
 - WAMS ID
- Use Secure Home to Login to the following:
 - ASM
 - WISEdash
 - SAFE
 - PTP
 - WISEgrants
 - Etc.



The screenshot shows the login interface for the Wisconsin Department of Public Instruction's WAMS (Web Access Management System). At the top, there is a header with the Wisconsin Department of Public Instruction logo and name. Below the header, the login form includes fields for 'WAMS User ID' and 'Password', both with 'Case insensitive' and 'Case sensitive' options. A 'Login' button is positioned below the password field. To the right of the login fields, there are three links: 'Need help with your WAMS account?', 'Do not have a WAMS account?', and 'Are you unable to access your application(s)?'. Below the login form, a warning message states: 'Please do not bookmark this page.' At the bottom left, there is a 'WAMS WEB ACCESS MANAGEMENT SYSTEM' logo. At the bottom right, a detailed warning message is displayed, stating that the system is for authorized users only and that any illegal or unauthorized use may result in disciplinary action.

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION

WAMS User ID: Case insensitive

Password: Case sensitive

[Need help with your WAMS account?](#)
[Do not have a WAMS account?](#)
[Are you unable to access your application\(s\)?](#)

Please do not bookmark this page.

WAMS
WEB ACCESS
MANAGEMENT SYSTEM

WARNING: You are accessing the State of Wisconsin Local/Wide area network. This system is for authorized users only. All equipment, systems, services, and software connected to this network are intended only for the official business use of the State of Wisconsin. The State of Wisconsin reserves the right to audit, inspect and disclose all transactions and data sent over this medium in a manner consistent with State and Federal laws. By using this system you expressly consent to all such auditing, inspection and disclosure. Only software approved, scanned for virus, and licensed for State of Wisconsin use will be permitted on this network. Any illegal or unauthorized use of State of Wisconsin equipment, systems, services, or software by any person(s) may be subject to civil or criminal prosecution under state and federal laws, and may also result in disciplinary action where appropriate.

Step 1: Get Started

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A. Determine who is the District's DSA

The DSA is the gatekeeper for security (ASM)

- <https://apps2.dpi.wi.gov/ldsutil/admin/>
- If a DSA is not assigned or if the DSA is incorrect, the *District Administrator* will need to complete this electronic form
<https://helpdesk.dpi.wi.gov/DistrictAccess.html>
 - ✦ The District Administrator need a WAMS ID to submit this form to the DPI helpdesk

Step 1: Get Started

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- B.** District leaders determine who will be the
 - WISEgrants Administrator(s)
 - WISEgrant Users
 - WISEgrant User(s) assigned with District Authorizer(s) rights

- C.** WISEgrant Application Administrator(s) collect WAMS ID (not password) from all WISEgrant users



Link for Step-by-Step Instructions for WAMS IDs

<http://dpi.wi.gov/sites/default/files/imce/wise/pdf/wams-guide.pdf>

Step 2: Provide Access in ASM Tool

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- A. DSA logs into the ASM tool and assigns access to the WISEgrant Application for the designated WISEgrants Application Administrator(s)
- B. WISEgrants Application Administrator(s) log into the ASM tool and assigns access to the WISEgrant Application to themselves AND the WISEgrant Users



Quick Start Video for the **ASM tool**

(for DSAs and application administrators)

<http://wise.dpi.wi.gov/sites/default/files/imce/wise/mp4/ASM140416.mp4>

If you have questions or need further assistance regarding the **ASM tool** (for DSAs and application administrators) please submit a ticket through DPI's Online Helpdesk

Help Ticket: <http://wise.dpi.wi.gov/asm-help-ticket>

Step 3: Provide Access in WISEgrants

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- A. WISEgrant Application Administrators logs into WISEgrants and
 - 1) Views list of users given WISEgrants access in ASM
 - 2) Edits access rights for WISEgrants Users
 - 3) Provides District Authorizer rights to appropriate WISEgrants Users

- B. WISEgrants Users can login to WISEgrants using Secure Home

Highlights

Grant	Allocation Amount	Transferred Amount	Carryover Amount	Amount Budgeted	Amount Claimed
IDEA - Flow-through	\$489,741.00		\$0.00		
IDEA - Preschool	\$5,000.00		\$0.00		
Title I-A	\$9,000.00		\$5.00		
Title II-A	\$73,000.00		\$0.00		
Title III-A	\$3,000.00		\$0.00		

Title I-A Grant Application



- Select Fund Management
- View / Edit Funding
- Public School Enrollment
- Private Schools Outside of LEA
- Private School Enrollment
- Plan Reservations
- Budget

The Subrecipient Decides Access

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The subrecipient will determine who within and outside of the district will have access to their applications (and this can be done at the grant-level)

- CESA or CCDEB staff
- Independent Auditors



Global - Access Items

☒ Authorizations

Act - Access Items

☒ ESEA: Private School Affirmation Forms

Grant - Access Items

Grant

Application/Budgeting Area

Claiming Area

ESEA

☒ Title I-A

☒ Edit
☐ View

☐ Edit
☒ View

☐ Title I-D

☒ Title II-A

☐ Edit
☒ View

☐ Edit
☒ View

☒ Title III-A

☐ Edit
☒ View

☐ Edit
☒ View

IDEA

☒ IDEA - Flow-through

☒ Edit
☐ View

☒ Edit
☐ View

☒ IDEA - Preschool

☒ Edit

☐ Edit

Assurances & Certifications

Users who have been identified as “District Authorizers” by the WISEgrants administrator(s) will go to a single location to access and sign off on federal grant assurances, verifications and claims for ESEA and IDEA

Documents To Be Authorized

(Test Server) 0170 - Ashland Sch Dist

Drag a column header and drop it here to group by that column

Act	Grant	Document Name	Parent Document	
IDEA		Certification - Debarment	IDEA Part B Certificates and Assurances	Authorize Document
IDEA		Certification - Lobbying	IDEA Part B Certificates and Assurances	Authorize Document
IDEA		IDEA-Specific Assurances	IDEA Part B Certificates and Assurances	Authorize Document
ESEA		ESEA - Assurances	ESEA Consolidated Certifications	Authorize Document
ESEA		ESEA - Debarment	ESEA Consolidated Certifications	Authorize Document

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1 - 7 of 7 items

Grant Relationships

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- Subrecipient – Responsible for all programmatic and fiscal requirements (signs assurances)
- Third Party Grant Administrator – Is not the grant subrecipient, but contracts with subrecipient to manage application
- Consortium Leader (if allowed by grant) – Multiple allocations become one under a single subrecipient

Selecting Fund Management

Each grant will require the user to select how it will be managed – consistent approach for all federal programs

Fund Management Selection IDEA - Flow-through - \$443,602.00

Select one of the following methods to manage your IDEA - Flow-through funds:

☐ Manage Own Funds

☐ Select Third Party Grant Administrator

Select Third Party Grant Administrator...



☐ Surrender Funds to DPI

Submit Selection

Selecting Fund Management

Fund Management Selection Title III-A - \$3,000.00

Select one of the following methods to manage your Title III-A funds:

- ☐ Select a Consortium Leader
- ☐ Surrender Funds to DPI

Submit Selection

Title III Consortia

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Districts select a consortium leader, which automatically generates a verification form to be digitally “signed” by a district authorizer

Consortium leaders can see the status of verification “sign offs” after district selections

Once verification form is signed off, the process of consortium selection is complete – no extra steps for consortium leaders!

Collecting Enrollment Numbers

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- Process remains the same for Titles I and II
- IDEA will begin collecting student with disability enrollment numbers at private schools and Title I Schoolwide schools to determine set-aside amounts

Planning Reservations

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- Remains the same for ESEA
- IDEA will now contain a section in which districts reserve funds, when applicable, for:
 - Equitable Participation
 - CEIS
 - Title I Schoolwide set-aside

Audit Trail

Many of the tables are being built so that “Last Edited By” can be displayed –



TI SW School Code ▾	TI SW School Name ▾	Updated By ▾	Date Updated ▾	Number of Students with Disabilities Enrolled ▾
0025	Tainter El	Rachel Zellmer	1/26/2015	50
0100	Jefferson El	Rachel Zellmer	1/27/2015	50
0060	Haugen El	Rachel Zellmer	2/6/2015	45

Sort and Filter Demo

Budget Mock-Up

Budget fields will look the same for all grants.
What is required will be based on the program.

Budget Section: PERSONNEL (Standard fields)			
Program Type:	<input type="text"/> <i>Dropdown Choice, Required</i>		
Position:	<input type="text"/> <i>Drop Down Choice, Required</i>	Area:	<input type="text"/> <i>Drop Down Choice (if more than one option), Required</i>
Position Activity:	<input type="text"/> <i>Drop Down Choice, (if more than one option), Required</i>		
Function:	<input type="text"/> <i>Drop Down Choice (if more than one option), Required</i>	Object:	<input type="text"/> <i>Auto populated</i>
Salary:	<input type="text"/> <i>Numeric, \$00.00, User Optional</i>	Benefits:	<input type="text"/> <i>Numeric, \$00.00, User Optional</i>
User Acct:	<input type="text"/> <i>Text, User Optional</i>		
ELO Entity #	<input type="text"/> <i>Six digits, If position requires</i>	OR Name	<input type="text"/> <i>User Required, Text Field</i> (Note: If ELO Entity # is not required, "Name" field appears.)
Detailed Description:	<input type="text"/> <i>Text Field, May be optional or required based on WUFAR combinations</i>		
Optional Fields – Depends on the program			
Goals	<input type="text"/> <i>Drop Down Choice, Required</i>	Activity	<input type="text"/> <i>Drop Down Choice, Required</i>
School	<input type="text"/> <i>Drop Down Choice, May be optional or required</i>	FTE	<input type="text"/> <i>Numeric field (Allow only .01 through 1.0), Required</i>

May
2015

- Train DPI and CESA Staff
- Launch WISEgrants Website

June
2015

- Provide technical assistance to district users
- Release WISEgrants

Summer
2015

- Develop DPI's application approval functions
- Develop LEAs claiming functions
- Develop DPI's claiming approval functions